

The RCPCH has recently convened a short-life working party to examine the College's approach to Equality and Diversity across its volunteer work. This Equality and Diversity Panel is tasked with analysing and reporting back on a series of issues set out below, and is now seeking members.

## **ROLE DETAILS**

Postholders will be accountable to the Co-Chairs of the Panel, Ben Summerskill, and Dr Bhanu Williams. The term of office will be until the Panel has completed its work (estimated to be approx. 6-9 months). It is anticipated that approximately four appointments to the Panel will be made.

## **ELIGIBILITY**

Applications are being sought from both RCPCH members (in any membership category, including trainees) and from external individuals with relevant skills. RCPCH members should meet the requirements of the College's Good Standing document.

## **ROLE PURPOSE AND RESPONSIBILITIES**

The responsibilities of the Equality and Diversity Panel, as agreed by Council, are:

- i) *To assess the RCPCH's current level of performance regarding Equality and Diversity for the various volunteer posts where members or others undertake work for the College. The classes of posts will include, but not be limited to:*
  - a. *Trustees*
  - b. *Elected College posts (eg President, Vice Presidents, and National Officers)*
  - c. *Appointed College posts (eg junior officers, committee memberships or examiner/assessor posts)*
- ii) *To provide a report to Council and the Board of Trustees outlining the findings made under i).*
- iii) *To make recommendations to Council and the Board of Trustees as to any improvements necessary in the RCPCH's Equality and Diversity monitoring and reporting in these areas, and whether the RCPCH needs an explicit Equality and Diversity Policy. Further, to make recommendations as to how the College can improve in areas where the need for development is identified.*

It is the College's hope that the Panel's work should not solely be aiming at ensuring statutory compliance on E&D issues (e.g. with the Equality Act 2010), but instead to outline how the College might become an exemplar of best practice in the charity sector. Therefore the panel should consider equality and diversity in their broadest senses, including but not limited to protected characteristics.

Committee members will be required to attend approx. 3 half-day meetings between June and December 2019, and to devote sufficient time to the role to meet the demands of the job. It is currently intended that the first meeting will be held on the morning of 26<sup>th</sup> June. Meetings will be held at the College's London offices, and video-/tele-conference facilities will be available for remote attendees.

## **KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED**

The Chairs are seeking Panel members from a wide variety of backgrounds. It is desirable that Panel members should have skills/experience in one or more of the following areas.

- The legal/regulatory framework for Equality and Diversity in the UK.
- Equality and Diversity issues as they specifically relate to charity volunteer work.
- Advocating for better Equality and Diversity in the public sphere.
- Delivering change projects to improve Equality and Diversity.

It is not anticipated that all members will have skills in all these areas.

The RCPCH wants to represent all the communities we serve. Appointment will be made on merit. However, we are particularly keen to receive applications from women, black, Asian and minority ethnic candidates who are currently under-represented at this level of the organisation.

The Panel co-chairs will be in touch with all applicants to ensure their views are heard, so that unsuccessful applicants will still have input into the Panel's work.

## **SUPPORT PROVIDED FROM THE COLLEGE**

The first point of contact will be via Graham Sleight, Head of Governance. Any queries about the role can be emailed to him at [graham.sleight@rcpch.ac.uk](mailto:graham.sleight@rcpch.ac.uk).

The College will provide appropriate support and ensure all papers are prepared to ensure ease of understanding.

Members will be reimbursed for the cost of travelling expenses (in line with the College's policy) and subsistence to attend College meetings. Claims must be submitted using the appropriate form.

## **PROCESS**

Nominations should be submitted electronically by no later than **5pm on Tuesday 11<sup>th</sup> June**. Applicants should send their CV and a separate statement of up to 500 words setting out their motivation for applying for the role and their relevant skills. Please also complete and return the Equal Opportunities Monitoring form provided separately.

Personal information about unsuccessful candidates will be held for 6 months after the positions have been filled, and will then be securely destroyed. Personal information about successful candidates will be retained on their file. The information contained in this will be kept secure and will only be used for purposes directly relevant to that person's responsibilities as a committee member. Please also refer to the [Membership Privacy Notice](#) which explains how we will use the data we collect from you.

**Dr Mike Linney**  
**Registrar**  
**28th May 2019**

---